



State of Arizona  
**Department of Education**

**Tom Horne**  
Superintendent of  
Public Instruction

**CN# 38-07**  
**USDA Memo # SP 11-2007**

**MEMORANDUM**

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**To:** School Health & Nutrition Program Sponsors

**From:** Mary Szafranski, Deputy Associate Superintendent  
Arizona Department of Education, Health & Nutrition Services

Katrina Klatt, NSLP Nutrition Director  
Arizona Department of Education, School Health & Nutrition Programs

**Date:** May 24, 2007

**RE:** Reminder of Availability of Translated Free and Reduced Price Applications

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As a follow up to the CN Memos 39-06 and 02-07, this memo is to announce that the United States Department of Agriculture (USDA) has added electronic versions of the translated prototype free and reduced price school meal application materials to their website. This allows members of households who are of Limited English Proficiency (LEP) to better understand the process of applying for free and reduced price meals with as little difficulty as possible.

To assist in this process, USDA has expanded the number of its translations to twenty five different languages. The translated application package includes a letter to households, free and reduced price school meals application, notification for verification of eligibility letter, and a verification results page. This package also includes optional materials regarding sharing information with other programs such as Medicaid/SCHIP. The following translations are now available:

Arabic, Cambodian, Chinese (Mandarin), Farsi, French, Greek, Haitian, Hindi, Hmong, Japanese, Korean, Kurdish, Laotian, Polish, Portuguese, Russian, Samoan, Serbo-Croatian, Somali, Spanish, Sudanese, Tagalog, Thai, Urdu, and Vietnamese.

These translations have been posted, and are available for use at the USDA Child Nutrition Programs website: [www.fns.usda.gov/cnd/FRP/frp.process.htm](http://www.fns.usda.gov/cnd/FRP/frp.process.htm)

If you have questions or concerns regarding this memo, please contact your assigned School Health & Nutrition Program Specialist at 602-542-8700.

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